INDEPENDENT AUDITOR'S REPORTS

FINANCIAL STATEMENTS AND SUPPLEMENTAL INFORMATION SCHEDULE OF FINDINGS

JUNE 30, 2005

#### David A. Maske

Certified Public Accountant 110 West 4<sup>th</sup> Street – Suite # 205 Spencer, Iowa 51301

# **TABLE OF CONTENTS**

		Page
Officials		1
Independent Auditor's Report		2
Management's Discussion and Analysis		3-6
Basic Financial Statements:	<u>Exhibit</u>	
Government-wide Financial Statement: Statement of Activities and Net Assets – Cash Basis Governmental Fund Financial Statements: Statement of Cash Receipts, Disbursements and	А	7
Changes in Cash Receipts, Disbursements and Proprietary Fund Financial Statements: Statement of Cash Receipts, Disbursements and	В	8
Changes in Cash Balances  Notes to Financial Statements	С	9 10-14
Required Supplementary Information:		
Budgetary Comparison Schedule of Receipts, Disbursements and Changes in Balances - Budget and Actual (Cash Basis) – All Governmental Funds and Proprietary Funds		15
Notes to Required Supplementary Information – Budgetary Reporting		16
Other Supplementary Information:	<u>Schedule</u>	
Statement of Cash Receipts, Disbursements and Changes in Cash Balances - Nonmajor Governmental Funds Schedule of Indebtedness Bond and Note Maturities	1 2 3	17 18 19
Schedule of Receipts by Source and Disbursements by Function –  All Governmental Funds	4	20
Cash Balances - General Fund	5	21
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters		22
Schedule of Findings		23

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# **CITY OF PAULLINA, IOWA**

### **OFFICIALS**

(Before January, 2005)

<u>Name</u>	<u>Title</u>	Term Expires
Paul Struve	Mayor	January 2006
Patrick Hill	Mayor Pro-Tem	January 2008
David Honkomp	Council Member	January 2008
John Ihle	Council Member	January 2008
Ed Bettin	Council Member	January 2006
Garth Hurley	Council Member	January 2006

# (After January, 2005)

<u>Name</u>	<u>Title</u>	Term Expires
Paul Struve	Mayor	January 2006
Patrick Hill	Mayor Pro-Tem	January 2008
David Honkomp	Council Member	January 2008
John Ihle	Council Member	January 2008
Ed Bettin	Council Member	January 2006
Garth Hurley	Council Member	January 2006
Sandy Fritz	City Clerk/Administrator	January 2006
Johnene Altman	Treasurer	January 2006
Roger Bindner	Attorney	January 2006

# **DAVID A. MASKE**

#### **Certified Public Accountant**

110 West 4th Street, Suite # 205 P.O. Box 1297 Spencer, IA 51301 712/262-6087 (fax) 712/262-6089

#### INDEPENDENT AUDITOR'S REPORT

To the Honorable Mayor and Members of the City Council City of Paullina Paullina, Iowa

I have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Paullina, Iowa, as of and for the year ended June 30, 2005, which collectively comprise the City's basic financial statements listed in the table of contents. These financial statements are the responsibility of the City's management. My responsibility is to express opinions on these financial statements based on my audit.

I conducted my audit in accordance with U.S. generally accepted auditing standards, and the standards applicable to financial audits, contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States. Those standards and provisions require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In my opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Paullina, as of June 30, 2005 and the respective changes in cash basis financial position for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with <u>Government Auditing Standards</u>, I have also issued my report dated October 14, 2005 on my consideration of the City of Paullina's internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on internal control over financial reporting or compliance. That report is an integral part of an audit performed in accordance with <u>Government Auditing Standards</u> and should be considered in assessing the results of my audit.

Management's Discussion and Analysis and budgetary comparison information on pages 3 through 6 and 15 are not required parts of the basic financial statements, but are supplementary information required by the governmental Accounting Standards Board. I applied limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the supplementary information I did not audit the information and express no opinion on it.

My audit was performed for the purpose of forming opinions on the financial statements that collectively comprise the City of Paullina's basic financial statements. I previously audited, in accordance with the standards referred to in the second paragraph of this report, the financial statements for the three years ended June 30, 2004 (none of which are presented herein) and expressed unqualified opinions on those financial statements. Other supplementary information included in Schedules 1 through 5, is presented for the purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applies in my audit of the basic financial statements and, in my opinion, is fairly stated in all material respects in relation to the basic financial statements as a whole.

DAVID A. MASKE

Certified Public Accountant

#### MANAGEMENT'S DISCUSSION AND ANALYSIS FOR THE YEAR ENDED JUNE 30, 2005

The City of Paullina provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2005. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

#### 2005 FINANCIAL HIGHLIGHTS

- Receipts of the City-wide activities decreased 2.0%, or approximately \$36,000 from fiscal 2004 to fiscal 2005.
- Disbursements increased 12.9%, or approximately \$230,000 in fiscal 2005 from fiscal 2004.
- The City's total cash basis net assets decreased 13.9%, or approximately \$265,000 from June 30, 2004 to June 30, 2005.

#### **USING THIS ANNUAL REPORT**

The annual report consists of a series of financial statements and other information as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The City's Financial Statement consists of a Statement of Receipts, Disbursements and Cash Balances. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

Notes to financial statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Required Supplementary Information further explains and supports the financial statements with a comparison of the City's budget for the year.

Other Supplementary Information provides detailed information about the City's funds.

#### **BASIS OF ACCOUNTING**

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, the reader should keep in mind the limitations resulting from the use of the cash basis of accounting.

#### REPORTING THE CITY'S FINANCIAL ACTIVITIES

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Statement of Receipts, Disbursements and Changes in Cash Balances reports information which helps answer this question.

The Statement of Receipts, Disbursements and Changes in Cash Balances presents the City's net assets. Over time, increases or decreases in the City's net assets may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

#### Fund Financial Statements

The City has two kinds of funds:

1) Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds, and the balances at year-end that are available for spending. The governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Road Use Tax and Urban Renewal Tax Increment, and 3) the Debt Service Fund. The governmental fund financial statements provide a detailed, short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statements for governmental funds include a statement of cash receipts, disbursements and changes in cash balances.

2) Proprietary funds account for the City's Enterprise Funds. Enterprise Funds are used to report business type activities. The City maintains four Enterprise Funds to provide separate information for the Water Fund, Electric Fund, Sewer Fund and Telecom Fund considered to be major funds of the City.

The required financial statements for proprietary funds include a statement of cash receipts, disbursements and changes in cash balances.

#### **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net assets may serve over time as a useful indicator of financial position. The City's cash balance for governmental activities increased from a year ago, from \$650,638 to \$806,486. The analysis that follows focuses on the changes in cash balances for governmental activities.

#### **Changes in Cash Basis Net Assets of Governmental Activities**

	Year Ended June 30,					
		2005		2004		
Receipts and Transfers:						
Program Receipts:						
Charges for Service	\$	107,011	\$	96,680		
General Receipts						
Property Tax		225,099		211,872		
Special Assessments		59,413		75,451		
Tax Increment Financing Collections		21,507		17,614		
Local Option Sales Tax		76,608		73,613		
Intergovernmental		100,753		103,234		
Use of Money and Property		30,286		21,065		
Licenses and Permits		2,100		3,624		
Other General Receipts		51,887		60,055		
Sale of Capital Assets		80,245		-0-		
Net Transfers		419,92 <u>6</u>		13,244		
Total Receipts and Transfers	\$	1,174,83 <u>5</u>	\$	676,452		
Disbursements:						
Public Safety	\$	198,757	\$	228,346		
Public Works	•	141,432	,	202,675		
Health and Social Services		3.750		3.750		
Culture and Recreation		75.097		80.087		
Community and Economic Development		1,000		368		
General Government		63,849		67,830		
Debt Service		113,649		117,557		
Capital Projects		421,454		-0-		
Total Disbursements	\$	1,018,988	\$	700,613		
(D) (D) (A) (D) (A) (A) (A)	•	455.047	•	(0.4.404)		
Increase (Decrease) in Cash Basis Net Assets	\$	155,847	\$	(24,161)		
Cash Basis Net Assets - Beginning of Year		650,638		674,799		
Cash Basis Net Assets - End of Year	\$	806,485	\$	650,638		

#### Changes in Cash Basis Net Assets of Business Type Activities

		Year ended June 30,			
		<u>2005</u>		<u>2004</u>	
Receipts:					
Operating Receipts:	\$	182,465	\$	164,441	
Water Electric	φ	576,388	φ	556,679	
Sewer		93,090		93,213	
Telecom		101,907		169,626	
Interest		30,380		30,208	
Net Bond Proceeds		-0-		84,480	
Total	\$	984,230	\$	1,098,647	
Disbursements: Operating Disbursements: Water Electric Sewer Telecom Debt Service Net Transfers Out Total	\$	103,002 502,903 122,671 1,500 254,689 419,926 1,404,691	\$ <u>\$</u>	135,525 549,813 95,137 111,061 168,770 13,244 1,073,550	
Net Change in Cash Balance	\$	(420,461)	\$	25,097	
Cash Basis Net Assets - Beginning of Year	\$	1,260,158	_	1,235,061	
Cash Basis Net Assets - End of Year	\$	839,697	\$	1,260,158	

#### INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS

As the City of Paullina completed the year, its governmental funds reported a combined fund balance of \$806,485, an increase of \$155,847 over last year's total of \$650,638. The following are the major reasons for the changes in fund balances of the major funds from the prior year.

- The General Fund cash balance increased \$94,639 from the prior year.
- The Road Use Tax Fund cash balance increased by \$60,420 during the fiscal year.
- The Urban Renewal Tax Increment Fund cash balance increased by \$5,933 during the year.
- The Debt Service Fund cash balance increased by \$5,832 during the year.

#### INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS

- The Water Fund cash balance increased by \$75,236 to \$221,341
- The Electric Fund cash balance decreased by \$481,348 to \$284,338.
- The Sewer Fund cash balance decreased by \$34,268 to \$50,917.
- The Telecom Fund cash balance increased by \$19,919 to \$283,101.

#### **BUDGETARY HIGHLIGHTS**

Over the course of the year, the City amended its budget once. The City had sufficient cash balances to absorb these additional costs.

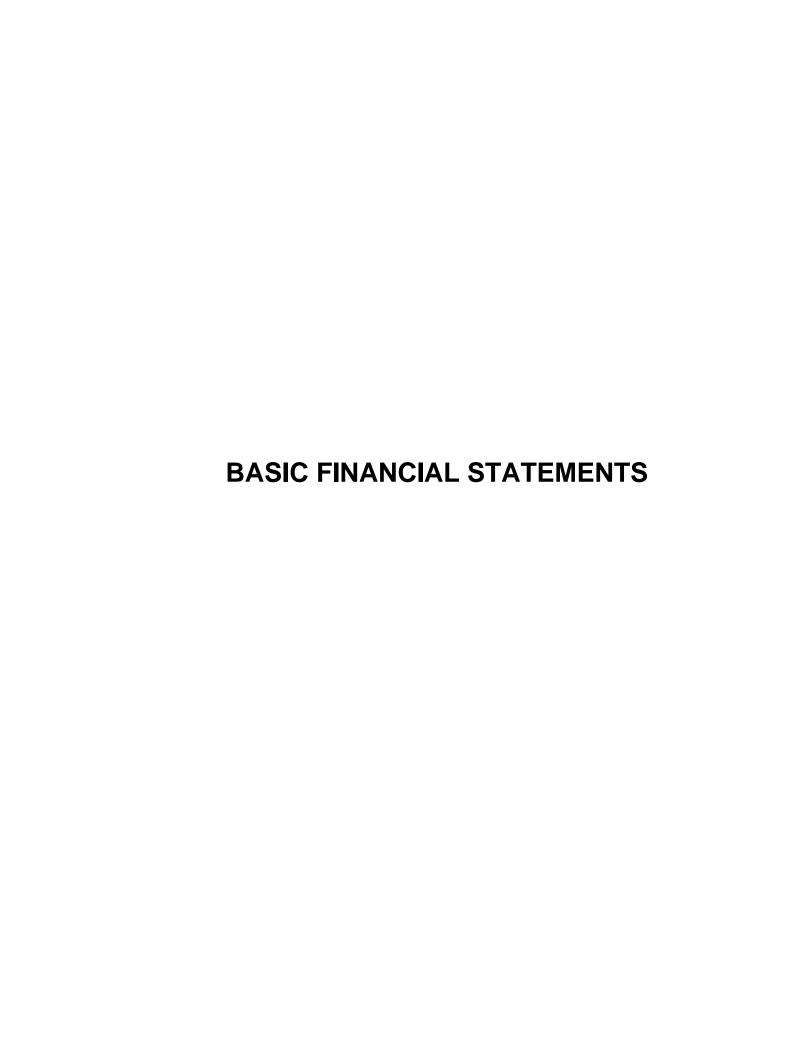
#### **DEBT ADMINISTRATION**

A comparison of the City's debt at June 30, 2005 to June 30, 2004 follows:

	Year Ende	d Ju	ne 30 <u>,</u>
	2005		2004
G.O. Bonds and Notes	\$ 305,000	\$	385,000
Special Assessment Notes	70,000		80,000
Sewer Revolving Loan Notes	144,000		188,000
Electric Revenue Notes	960,000		1,025,000
Telecommunication:			
Revenue Notes	 900,000		950,000
Total	\$ 2,379,000	\$	2,628,000

#### **CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers, and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Sandy Fritz, City Clerk, Paullina, Iowa.



#### Statement of Activities and Net Assets – Cash Basis For the Year Ended June 30, 2005

			-	<u>Progran</u>	eipts	Net (Disbursements) Receipts andChanges in Cash Basis Net Assets						
	Dis	Disbursements		harges for Service	Cor and	ating Grants, ntributions, Restricted Interest		vernmental Activities		siness Type Activities		Total
Functions / Programs:												
Government Activities:	•	400 757	Φ.	4.500	Φ.	0	Φ.	(404.057)	•	0	Φ.	(404.057)
Public Safety		198,757	\$	4,500	\$	-0-	\$	(194,257)	\$	-0-	\$	(194,257)
Public Works		141,432		98,677		93,456		50,701		-0- -0-		50,701
Health and Social Services		3,750		-0-		-0-		(3,750)		-0- -0-		(3,750)
Culture and Recreation		75,097		9,334		-0- -0-		(65,763)		-0- -0-		(65,763)
Community and Economic Development		1,000		-0-		-U- -O-		(1,000)		•		(1,000)
General Government		63,849		16,944		-U- -O-		(46,905)		-0- -0-		(46,905)
Debt Service		113,649		-0-		-		(113,649)		-		(113,649)
Capital Projects	<u>_</u>	421,454	Φ.	<u>-0-</u>	¢.	-0-	\$	(421,454)	œ.	<u>-0-</u> -0-	Φ.	(421,454)
Total Governmental Activities	<u>\$</u>	1,018,988	<u>\$</u>	129,455	<u>\$</u>	93,456	<u>\$</u>	(796,077)	<u>Þ</u>	-0-	<u>\$</u>	(796,077)
Business Type Activities:	_		_			_	_	_	_		_	
Water		103,002	\$	182,465	\$	-0-	\$	-0-	\$	79,463	\$	79,463
Sewer		174,548		93,090		-0-		-0-		(81,458)		(81,458)
Electric		622,445		576,388		-0-		-0-		(46,057)		(46,057)
Telecom	<del>_</del>	84,770	_	101,907	_	-0-	_	-0-	_	17,137	_	17,137
Total Business Type Activities	<u>\$</u>	984,765	<u>\$</u>	953,850	<u>\$</u>	-0-	\$	-0-	\$	(30,915)	\$	(30,915)
Total	\$	2,003,753	\$	1,083,305	\$	93,456	\$	(796,077)	\$	(30,915)	\$	(826,992)
General Receipts:												
Property Tax Levied For:												
General Purposes							\$	215,003	\$	-0-	\$	215,003
Tax Increment Financing								21,507		-0-		21,507
Debt Service								69,509		-0-		69,509
Local Option Sales Tax								76,608		-0-		76,608
Unrestricted Interest on Investments								15,442		30,380		45,822
Sale of Assets								80,245		-0-		80,245
Miscellaneous								53,684		-0-		53,684
Transfers								419,926		(419,926)		-0-
Total General Receipts and Transfers							\$	951,924	\$	(389,546)	\$	562,378
Change in Cash Basis Net Assets							\$	155,847	\$	(420,461)	\$	(264,614)
Cash Basis Net Assets – Beginning of Year								650,638		1,260,158		1,910,796
Cash Basis Net Assets – End of Year							\$	806,485	\$	839,697	\$	1,646,182
Cash Basis Net Assets Restricted:												
Streets							\$	-0-	\$	-0-	\$	-0-
Urban Renewal Purpose							*	-0-	*	-0-	*	-0-
Debt Service								215,944		735,953		951,897
Other Purposes								286,504		-0-		286,504
Unrestricted								304,037		103.744		407.781
Total Cash Basis Net Assets							\$	806,485	\$	839,697	\$	1,646,182
. 516. 545 545.5 110(7)0000							*	555, 100	*	330,001	<u>Ψ</u>	.,0.0,102

# Statement of Cash Receipts, Disbursements and Changes in Cash Balances Governmental Funds For the Year Ended June 30, 2005

	Special Revenue											
	c	General	F	Road Use Tax		n Renewal ncrement		Debt Service		er Nonmajor vernmental Funds		Total
Receipts:												
Property Tax	\$	169,788	\$	-0-	\$	-0-	\$	10,096	\$	45,215	\$	225,099
Tax Increment Financing Collections		-0-		-0-		21,507		-0-		-0-		21,507
Other City Tax		-0-		-0-		-0-		-0-		76,608		76,608
Licenses and Permits		2,100		-0-		-0-		-0-		-0-		2,100
Use of Money and Property		23,244		-0-		426		6,072		544		30,286
Intergovenmental		7,297		93,456		-0-		-0-		-0-		100,753
Charges for Services		107,011		-0-		-0-		-0-		-0-		107,011
Special Assessments		-0-		-0-		-0-		59,413		-0-		59,413
Miscellaneous		51,887	_	-0-		-0-	_	-0-		-0-	_	51,887
Total Receipts	\$	361,327	\$	93,456	\$	21,933	\$	75, <u>581</u>	\$	122,367	\$	<u>674,664</u>
Disbursements:												
Operating:												
Public Safety	\$	167,514	\$	-0-	\$	-0-	\$	-0-	\$	31,243	\$	198,757
Public Works		108,243		33,036		-0-		-0-		153		141,432
Health and Social Services		3,750		-0-		-0-		-0-		-0-		3.750
Culture and Recreation		72,061		-0-		-0-		-0-		3,036		75,097
Community and Economic Development		1,000		-0-		-0-		-0-		-0-		1,000
General Government		62,955		-0-		-0-		-0-		894		63,849
Debt Service		-0-		-0-		-0-		113,649		-0-		113,649
Capital Projects		-0-		-0-		-0-		-0-		421,454		421,454
Total Disbursements	\$	415,523	\$	33,036	\$	-0-	\$	113,649	\$	<u>456,780</u>	\$	1,018,988
Excess (Deficiency) of Receipts over Disbursements	\$	(54,196)	\$	60,420	\$	21,933	\$	(38,068)	\$	(334,413)	\$	(344,324)
Other Financing Sources (Uses):												
Operating Transfers In (Out)	\$	68,590	\$	-0-	\$	(16,000)	\$	43,900	\$	323,436	\$	419,926
Sale of Capital Assets	Ψ	80,245	Ψ	-0-	*	-0-	Ψ	-0-	Ψ	-0-	Ψ	80,245
Total Other Financing Sources (Uses)	\$	148,835	\$	-0-	\$	(16,000)	\$	43,900	\$	323,436	\$	500,171
Net Change in Cash Balances	\$	94,639	\$	60,420	\$	5,933	\$	5,832	\$	(10,977)	\$	155,847
Cash Balances – Beginning of Year		209,398		195,57 <u>5</u>		12,706		210,112		22,847		650,638
Cash Balances – End of Year	\$	304,037	\$	255,995	\$	18,639	\$	215,944	\$	11,870	\$	806,485
Cash Basis Net Assets Restricted:												
Debt Service	\$	-0-	\$	-0-	\$	-0-	\$	215.944	\$	-0-	\$	215.944
Unrestricted:	Ψ	J	Ψ	J	*	ŭ	~	,	Ψ	J	Ψ	,
General Fund		304,037		-0-		-0-		-0-		-0-		304,037
Special Revenue Fund		-0-		255,995		18,639		-0-		16.867		291,501
Capital Projects Fund		-0-		-0-		-0-		-0-		(4,997)		(4,997)
Total Cash Basis Fund Balances	\$	304,037	\$	255,995	\$	18,639	\$	215,944	\$	11,870	\$	806,485

#### Statement of Cash Receipts, Disbursements and Changes in Cash Balances Proprietary Funds For the Year Ended June 30, 2005

		Water		Electric	Sewer		Telecom			Total
Operating Receipts: Charges for Services	\$	166,217	\$	544,646	\$	91,800	\$	101,907	\$	904,570
Sales TaxRefunds and Reimbursements		11,141 4,834 -0-		22,140 5,927 3,069		897 393 -0-		-0- -0- -0-		34,178 11,154 3,069
Miscellaneous	<u>•</u>	273 182,465	<u>e</u>	606 576,388	\$	-0- 93.090	\$	-0- 101.907	<u> </u>	879 953,850
	Φ	162,465	Φ	370,366	Φ	93,090	Φ	101,907	Φ	955,650
Operating Disbursements: Business Type Activities:										
Personal Services	\$	46,990 5,955	\$	130,780 14,489	\$	69,986 14,892	\$	-0- 1,500	\$	247,756 36,836
Economic Development		2,504		-0-		-0-		-0-		2,504
Purchase Current		-0- 36,427		260,251 73,250		-0- 36,889		-0- -0-		260,251 146,566
Sales Tax		11,126		21,980		904		-0-		34,010
Capital Outlay		-0-		-0-		-0-		-0-		-0-
Deposit Refunds  Total Operating Disbursements	\$	<u>-0-</u> 103,002	\$	2,153 502,903	\$	-0- 122,671	\$	<u>-0-</u> 1,500	\$	2,153 730,076
Excess (Deficiency) of Operating Receipts		<u> </u>	_			<u> </u>				<u> </u>
Over Operating Disbursements	\$	79,463	\$	73,485	\$	(29,581)	\$	100,407	\$	223,774
Non-Operating Receipts (Disbursements):										
Debt Service	\$	-0- 3,973	\$	(119,542) 23,625	\$	(51,877) -0-	\$	(83,270) 2,782	\$	(254,689) 30,380
Total	\$	3,973	\$	(95,917)	\$	(51,877)	\$	(80,488)	\$	(224,309)
Excess (Deficiency) of Receipts over Disbursements	\$	83,436	\$	(22,432)	\$	(81,458)	\$	19,919	\$	(535)
Operating Transfers In (Out)		(8,200)		<u>(458,916</u> )		47,190		-0-		(419,926)
Net Change in Cash Balances	\$	75,236	\$	(481,348)	\$	(34,268)	\$	19,919	\$	(420,461)
Cash Balances – Beginning of Year		146,105		765,686		<u>85,185</u>		263,182		1,260,158
Cash Balances – End of Year	\$	221,341	\$	284,338	\$	50,917	\$	283,101	\$	839,697
Cash Basis Fund Balances Reserved for Debt Services	æ	42.600	\$	F20 044	\$	4F 000	ď	110 101	\$	725.052
Unreserved	Ф	42,606 178,735	Ф	529,044 (244,706)	Ф	45,902 5,015	\$	118,401 164.700	Ф	735,953 103,744
Total Cash Basis Fund Balances	\$	221,341	\$	284,338	\$	50,917	\$	283,101	\$	839,697

Notes to Financial Statements June 30, 2005

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

The City of Paullina is a political subdivision of the State of Iowa located in O'Brien County. It was ifst incorporated in 1883 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor Council form of government with the Mayor and Council Members elected on a nonpartisan basis. The City provides numerous services to citizens including public safety, public works, culture, recreation, public improvements and general administrative services. The City also provides water, sewer, and electrical utilities for its citizens.

#### A. Reporting Entity

For financial reporting purposes, City of Paullina has included all funds, organizations, account groups, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the City. The City of Paullina has no component units.

#### B. Basis of Presentation

<u>Government-wide Financial Statements</u> - The Statement of Activities and Net Assets reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for services.

The Statement of Activities and Net Assets presents the City's nonfiduciary net assets. Net assets are reported in two categories:

Restricted net assets result when constraints placed on net asset use are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

*Unrestricted net assets* consist of net assets that do not meet the definition of the preceding category. Unrestricted net assets often have constraints on resources imposed by management, which can be removed or modified.

The Statement of Activities and Net Assets demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants, contributions and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

<u>Fund Financial Statements</u> – Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

#### Notes to Financial Statements June 30, 2005

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid from other funds.

Special Revenue:

The Road Use Tax Fund is used to account for road construction and maintenance.

The Urban Renewal Tax Increment Fund is used to account for urban renewal projects financed by tax increment financing.

The Debt Service Fund is utilized to account for the payment of interest and principal on the City's general long-term debt.

The City reports the following major proprietary funds:

The Water Fund accounts for the operation and maintenance of the City's water system.

The Sewer Fund accounts for the operation and maintenance of the City's waste water treatment and sanitary sewer system.

The Electric Fund accounts for the operation and maintenance of the City's electric system.

The Telecom Fund accounts for the operations of the telecom system.

#### C. Measurement Focus and Basis of Accounting

The City of Paullina maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

#### D. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Required Supplementary Information. During the year ended June 30, 2005, disbursements exceeded the amounts budgeted in the debt service function.

#### NOTE 2 - DEPOSITS AND POOLED INVESTMENTS:

The City's deposits at June 30, 2005 were entirely covered by Federal depository insurance, or by the state sinking fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be noloss of public funds.

Notes to Financial Statements June 30, 2005

The City is authorized by statute to invest public funds in obligations of the United States government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council and the Treasurer of the State of lowa; prime eligible bankers acceptances; certain highrated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

The City had no investments at June 30,2005; however the City's time deposits were as follows:

Certificates of Deposit

\$ 791,978

Electric Bevenue

#### **NOTE 3 - BONDS AND NOTES PAYABLE:**

Annual debt service requirements to maturity for General Obligation Bonds and Notes, revolving loan fund loans, special assessment notes and Revenue Capital Loan Notes are as follows:

Year Ending	General Ol Bonds an	_		_	Revolving Loan Fund					
June 30	 <u>Principal</u>		Interest		<u>Principal</u>		Interest			
2006	\$ 45,000	\$	14,287	\$	46,000	\$	6,034			
2007	50,000		12,293		48,000		4,106			
2008	55,000		10,040		50,000		2,095			
2009	55,000		7,510		-0-		-0-			
2010	55,000		4,930		-0-		-0-			
2011	15,000		2,295		-0-		-0-			
2012	15,000		1,545		-0-		-0-			
2013	15,000		780		-0-		-0-			
2014	-0-		-0-		-0-		-0-			
2015	-0-		-0-		-0-		-0-			
2016	 -0-	_	-0-	_	-0-		-0-			
TOTAL	\$ 305,000	\$	53,680	\$	144,000	\$	12,235			

Year Ending	Special Ass Capital				Capital Loan Notes Issued 2-1-01					
<u>June 30</u>	<u>Principal</u>		Interest		<u>Principal</u>		<u>Interest</u>			
2006	\$ 10,000	\$	3,575	\$	70,000	\$	50,975			
2007	10,000		3,125		70,000		47,475			
2008	10,000		2,650		75,000		43,940			
2009	10,000		2,150		80,000		40,115			
2010	10,000		1,635		80,000		35,995			
2011	10,000		1,105		85,000		31,835			
2012	10,000		560		90,000		27,330			
2013	-0-		-0-		95,000		22,515			
2014	-0-		-0-		100,000		17,385			
2015	-0-		-0-		105,000		11,935			
2016	-0-	_	-0-	_	110,000	_	6,160			
TOTAL	\$ 70,000	\$	14,800	\$	960,000	\$	335,660			

Notes to Financial Statements June 30, 2005

#### Telecommunications Revenue Capital

Year Ending	Loan N Issued		-		1	otal -	
June 30	 <u>Principal</u>		Interest	<u>Principal</u>			Interest
2006	\$ 50,000	\$	35,013	\$	221,000	\$	109,884
2007	55,000		33,937		233,000	·	100,936
2008	55,000		32,563		245,000		91,288
2009	55,000		30,995		200,000		80,770
2010	55,000		29,235		200,000		71,795
2011	60,000		27,338		170,000		62,573
2012	60,000		25,117		175,000		54,552
2013	65,000		22,777		175,000		46,072
2014	65,000		20,145		165,000		37,530
2015	70,000		17,415		175,000		29,350
2016	70,000		14,405		180,000		20,565
2017	75,000		11,290		75,000		11,290
2018	80,000		7,840		80,000		7,840
2019	85,000	_	4,080	_	85,000		4,080
TOTAL	\$ 900,000	\$	312,150	\$	2,379,000	\$	728,525

#### **NOTE 4 - PENSION AND RETIREMENT BENEFITS:**

The City contributes to the Iowa Public Employees Retirement System (IPERS) which is a cost-sharing multiple-employer defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by State statute to plan members and beneficiaries. IPERS isues a publicly available financial report that includes financial statements and required supplementary information. The report may be obtained by writing to IPERS, P.O. Box 9117, Des Moines, Iowa, 50306-9117.

Plan members are required to contribute 3.70% of their annual salary and the City is required to contribute 5.75% of annual covered payroll except for police employees, in which case the percentages are5.93% and 8.90%, respectively. Contribution requirements are established by State statute. TheCity's contribution to IPERS for the years ended June 30, 2005, 2004, and 2003 were \$11,288, \$13,627, and \$14,120, respectively, equal to the required contributions for each year.

#### **NOTE 5 - COMPENSATED ABSENCES:**

City employees accumulate a limited amount of earned but unused vacation hours for subsequent use or for payment upon termination, retirement or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned compensated absences payable to employees at June 30, 2005 is as follows:

Type of Benefit	<u>A</u> ı	<u>mount</u>
Vacation	\$	2,470

This liability has been computed based on rates of pay as of June 30,2005.

As sick leave is not payable upon termination, retirement or death, theminimum accumulated sick leave is not presented as part of these financial statements.

#### **NOTE 6 - RISK MANAGEMENT:**

The City of Paullina is exposed to various risks of loss related to torts; theft, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters. These risks are covered by the purchase of commercial insurance. Settled claims from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

Notes to Financial Statements June 30, 2005

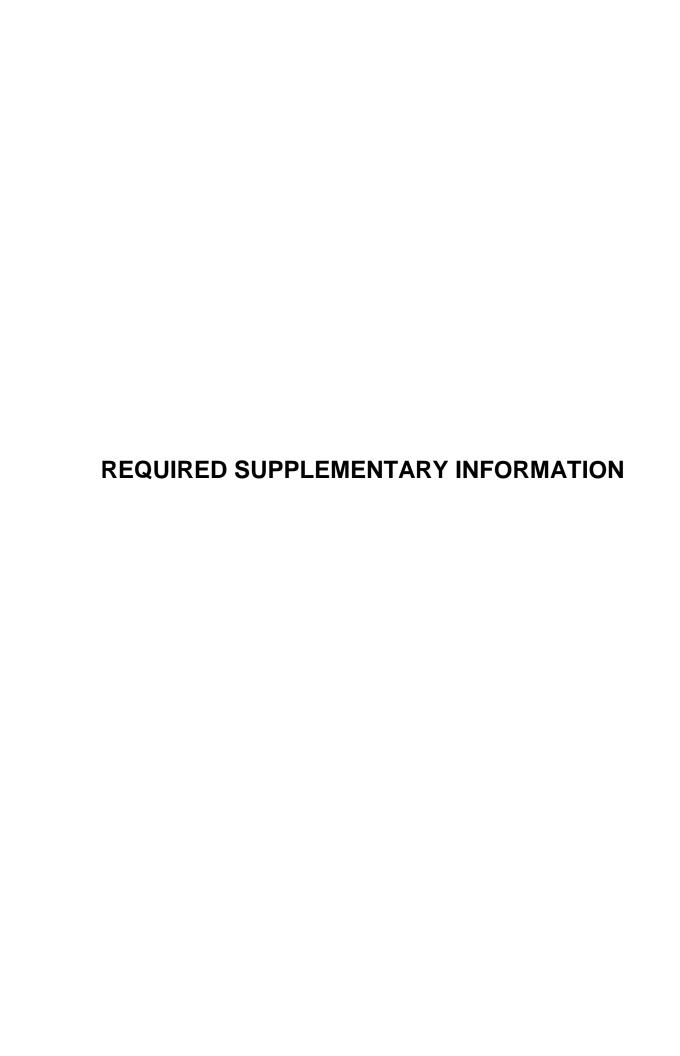
#### **NOTE 7 – TELECOMMUNICATIONS PROJECT:**

On May 2, 1999 the City of Paullina entered into a Joint Public Improvement agreement with other communities in O'Brien County, under Chapter 28E of the Code of Iowa, to acquire property and construct facilities to provide telecommunication services to the cities. Each party is responsible for retiring its portion of the debt incurred. The Community Cable Television Agency of O'Brien County is controlled by a jointly appointed Board of Directors and is operated apart from the City's operations. The financial information for the Community Cable Television Agency is not included in the City's financial statements.

#### **NOTE 8 – INTERFUND TRANSFERS:**

The detail of interfund transfers for the year ended June 30, 2005, is as follows:

Transfer to:	Transfer from:	Amount
General	SpecialRrevenue: Emergency Local Option Sales Tax	\$ 4,753 63,837 \$ 68,590
Debt Service	Special Revenue: Local Option Sales Tax	\$ 12,803
	Enterprise: Water Electric	8,200 22,897 \$ 43,900
Sewer	Enterprise: Electric	<u>\$ 47,190</u>
Capital Projects	Enterprise: Electric	\$ 388,829
	Urban Renewal Tax Increment	16,000 \$ 404,829
	Total	<u>\$ 564,509</u>



City of Paullina

Budgetary Comparison Schedule
of Receipts, Disbursements, and Changes in Balances
Budget and Actual (Cash Basis) - All Governmental Funds and Proprietary Fund

# Required Supplementary Information Year Ended June 30, 2005

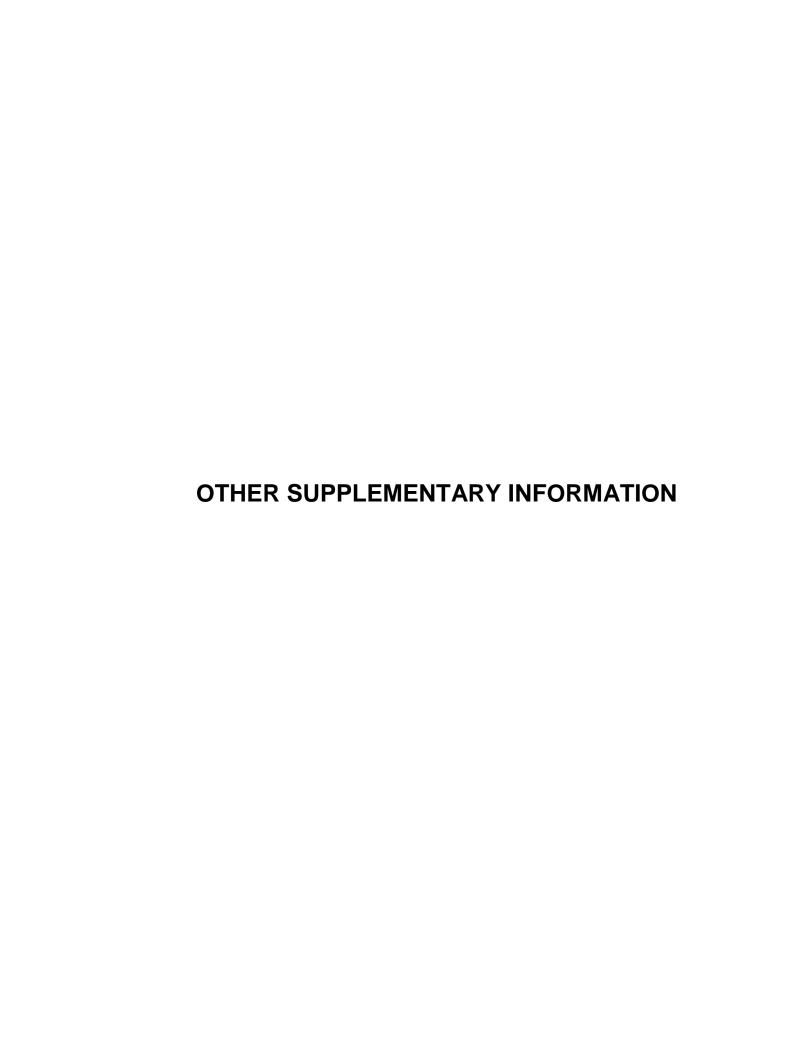
	Go	Governmental Proprietary Funds Funds		ess Funds Required to		Budgeted Amounts				Final to Net		
		Actual		Actual	Budgeted	Net		Original		Final	١	/ariance
Receipts:					J			J				
Property Tax	\$	225,099	\$	-0-	\$ -0-	\$ 225,099	\$	221,332	\$	221,332	\$	3,767
Tax Increment Financing Collections		21,507		-0-	-0-	21,507		16,000		16,000		5,507
Other City Tax		76,608		-0-	-0-	76,608		69,674		69,674		6,934
Licenses and Permits		2,100		-0-	-0-	2,100		2,195		2,195		(95)
Use of Money and Property		30,286		-0-	-0-	30,286		51,687		51,687		(21,401)
Intergovernmental		100,753		-0-	-0-	100,753		105,253		105,253		(4,500)
Charges for Service		107,011		984,230	-0-	1,091,241		1,080,377		1,080,377		10,864
Special Assessments		59,413		-0-	-0-	59,413		57,116		57,116		2,297
Miscellaneous		51,887		-0-	-0-	 51,887		15,810		48,912		2,975
Total Receipts	\$	674,664	\$	984,230	\$ -0-	\$ 1,658,894	\$	1,619,444	\$	1,652,546	\$	6,348
Disbursements:												
Public Safety	. \$	198,757	\$	-0-	\$ -0-	\$ 198,757	\$	173,528	\$	210,309	\$	11,552
Public Works		141,432		-0-	-0-	141,432		186,611		186,611		45,179
Health and Social Services		3,750		-0-	-0-	3,750		4,000		4,000		250
Culture and Recreation		75,097		-0-	-0-	75,097		71,749		105,749		30,652
Community and Economic Development		1,000		-0-	-0-	1,000		1,000		1,000		-0-
General Government		63,849		-0-	-0-	63,849		77,715		77,715		13,866
Debt Service		113,649		-0-	-0-	113,649		113,297		113,297		(352)
Capital Projects		421,454		-0-	-0-	421,454		-0-		433,847		12,393
Business Type Activities		-0-		984,765	-0-	 984,765		1,082,958		1,136,228		151,463
Total Disbursements	\$	1,018,988	\$	984,765	\$ -0-	\$ 2,003,753	\$	1,710,858	\$	2,268,756	\$	265,003
Excess (Deficiency) of Receipts Over Disbursements	\$	(344,324)	\$	(535)	\$ -0-	\$ (344,859)	\$	(91,414)	\$	(616,210)	\$	271,351
Other Financing Sources, Net		500,171		(419,926)	 -0-	 80,245		500		500		79,745
Excess (Deficiency) of Receipts and Other Financing Sources Over Disbursements and Other Financing Sources	\$	155,847	\$	(420,461)	\$ -0-	\$ (264,614)	\$	(90,914)	\$	(615,710)	\$	351,096
Balances – Beginning of Year		650,638		1,260,158	 -0-	 1,910,796		1,573,655		1,573,655		
Balances – End of Year	\$	806,485	\$	839,697	\$ -0-	\$ 1,646,182	\$	1,482,741	\$	957,945		

NOTES TO REQUIRED SUPPLEMENTARY INFORMATION -BUDGETARY REPORTING JUNE 30, 2005

The budgetary comparison is presented as Required Supplementary Information in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

Formal and legal budgetary control is based upon ten major classes of disbursements known as functions, not by fund or fund type. These ten functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects, business type activities and non-program. Function disbursements required to be budgeted include disbursements for the General Fund, Special Revenue Funds, Debt Service Fund, Capital Projects Funds and Proprietary Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, a budget amendment increased budgeted disbursements by \$557,898. The budget amendment is reflected in the final budgeted amounts.

During the year ended June 30, 2005, disbursements exceeded the amounts budgeted in the Debt Service function.



#### Statement of Cash Receipts, Disbursements and Changes in Cash Balances Nonmajor Governmental Funds Year Ended June 30, 2005

	real Ended Julie 30, 2003									
	Eme	ergency		mployee Benefits		Local Option ales Tax		Capital Projects		Total
Receipts:	Φ.	4.740	Φ.	40.505	•	0	Φ.	•	Φ.	45.045
Property Taxes	\$	4,710	\$	40,505	\$	-0-	\$	-0-	\$	45,215
Other City Tax		-0-		-0-		76,608		-0-		76,608
Use of Money and Property	•	43 4,753	Φ	250 40,755	Φ	32 76,640	\$	219 219	•	544 122.367
Total Necelpts	Ψ	4,733	Ψ	40,733	Ψ	70,040	Ψ	213	Ψ	122,301
Disbursements:										
Operating:										
Public Safety	\$	-0-	\$	31,243	\$	-0-	\$	-0-	\$	31,243
Public Works		-0-		153		-0-		-0-		153
Health and Social Services		-0-		-0-		-0-		-0-		-0-
Culture and Recreation		-0-		3,036		-0-		-0-		3,036
General Government		-0-		894		-0-		-0-		894
Debt Service:										
Capital Projects		<u>-0-</u>		-0-		-0-	_	421,454	_	421,454
Total Disbursements	\$	-0-	\$	35,326	\$	-0-	\$	421,454	\$	456,780
Excess (Deficiency) of Receipts Over Disbursements	\$	4,753	\$	5,429	\$	76,640	\$	(421,235)	\$	(334,413)
Other Financing Sources (Uses):										
Transfers In (Out)		(4,753)		-0-		(76,640)		404,829		323,436
Net Changes in Cash Balances	\$	-0-	\$	5,429	\$	-0-	\$	(16,406)	\$	(10,977)
Cook Belonces - Benjaming of Veer		0		44 400		0				00.047
Cash Balances – Beginning of Year		-0-		11,438		-0-		11,409		22,847
Cash Balances – End of Year	\$	-0-	\$	16,867	\$	-0-	\$	(4,997)	\$	11,870
Cash Basis Fund Balances Unreserved:										
Special Revenue Funds	\$	-0-	\$	16,867	\$	-0-	\$	-0-	\$	16,867
Capital Project Fund		-0-		-0-		-0-		(4,997)		(4,997)
Total Cash Basis Fund Balances	\$	-0-	\$	16,867	\$	-0-	\$	(4,997)	\$	11,870

### Statement of Indebtedness

Year Ended June 30, 2005

<u>Obligation</u>	Date of <u>Issue</u>	Interest <u>Rates</u>	Amount Originally <u>Issued</u>	Balance Beginning <u>of Year</u>	Issued During <u>Year</u>	Redeemed During <u>Year</u>	Balance End <u>of Year</u>	Interest <u>Paid</u>	Interest Due and <u>Unpaid</u>
General Obligation Notes: Street Improvements Essential Corporate Purpos Essential Corporate Purpos		4.25-5.75% 4.10-4.75% 3.60-5.20%	\$ 290,000 340,000 135,000 \$ 765,000	\$ 35,000 225,000 125,000 \$ 385,000	\$ -0- -0- -0- \$ -0-	\$ 35,000 35,000 10,000 \$ 80,000	\$ -0- 190,000 115,000 \$ 305,000	\$ 2,013 10,325 5,910 \$ 18,248	\$ -0- -0- -0- \$ -0-
Special Assessment Notes: Street Improvements	June 1, 2002	3.75-5.60%	\$ 93,000	<u>\$ 80,000</u>	<u>\$ -0-</u>	<u>\$ 10,000</u>	\$ 70,000	\$ 4,000	\$ -0-
Revolving Loan Fund: Sewage Treatment Works	February 13, 1999	4.19%	<u>\$ 418,000</u>	<u>\$ 188,000</u>	<u>\$ -0-</u>	<u>\$ 44,000</u>	<u>\$ 144,000</u>	<u>\$ 7,877</u>	<u>\$ -0-</u>
Electric Revenue: Capital Loan Notes	February 1, 2001	4.70-5.60%	<u>\$1,200,000</u>	\$1,025,000	<u>\$ -0-</u>	<u>\$ 65,000</u>	<u>\$ 960,000</u>	<u>\$ 54,193</u>	\$ -0-
Telecommunications Revenue Capital Notes	April 1, 2005	1.80-4.80%	<u>\$ 950,000</u>	<u>\$ 950,000</u>	<u>\$ -0-</u>	<u>\$ 50,000</u>	\$ 900,000	<u>\$ 32,920</u>	\$ -0-

### Schedule 3 (page 19) is found on an Excel Spreadsheet

Press the Ctrl key while clicking on the link below to open this file

# Paullina .xls

Right click on the page for the prior year, and copy it to a new sheet. Make the appropriate changes, and collate into the finished Word pages

# SCHEDULE OF RECEIPTS BY SOURCE AND DISBURSEMENTS BY FUNCTION - $\mathsf{ALL}\ \mathsf{GOVERNMENTAL}\ \mathsf{FUNDS}$

#### FOR THE LAST FOUR YEARS

		2005	2004	2003		2002	
Receipts:							
Property Tax	\$	225,099	\$ 211,872	\$ 228,905	\$	216,410	
Tax Increment Financing Collections		21,507	17,614	-0-		-0-	
Other City Tax		76,608	73,613	74,835		72,757	
Licenses and Permits		2,100	3,624	761		739	
Use of Money and Property		30,286	21,065	25,822		39,414	
Intergovernmental		100,753	103,234	116,254		118,119	
Charges for Services		107,011	96,680	88,145		92,306	
Special Assessments		59,413	75,451	86,484		86,012	
Miscellaneous		51,887	60,055	40,925		117,978	
Sale of Capital Assets	_	80,245	 -0-	 -0-		-0-	
Total	\$	754,909	\$ 663,208	\$ 662,131	\$	743,735	
Disbursements:							
Operating:							
Public Safety	\$	198,757	\$ 228,346	\$ 161,320	\$	151,746	
Public Works		141,432	203,043	184,518		110,858	
Health and Social Services		3,750	3,750	-0-		-0-	
Culture and Recreation		75,097	80,087	76,330		82,986	
Community and Economic Development.		1,000	-0-	8,801		3,929	
General Government		63,849	67,830	61,439		59,266	
Debt Service		113,649	117,557	91,368		82,288	
Capital Projects	_	421,454	 -0-	 9,994	_	330,889	
Total	\$	1,018,988	\$ 700,613	\$ 593,770	\$	821,962	

#### STATEMENT OF CASH RECEIPTS, DISBURSEMENTS AND CHANGES IN CASH BALANCE GENERAL FUND YEAR ENDED JUNE 30, 2005

	GE	GENERAL		BRARY	TOTAL			
Receipts:								
Property Tax	\$	169,788	\$	-0-	\$	169,788		
Licenses and Permits		2,100		-0-		2,100		
Use of Money and Property:								
Interest		8,186		214		8,400		
Rent		14,844		-0-		14,844		
Intergovernmental:								
Bank Franchise		1,797		-0-		1,797		
County		-0-		5,500		5,500		
Charges for Service:		74 004		0		74.004		
Garbage		71,261		-0-		71,261		
Fire Service		4,500		-0-		4,500		
Ambulance		27,416		-0-		27,416		
Library Fees		-0-		3,834		3,834		
Reimbursements and Refund		10 151		0		10 151		
Donations and Grants		13,154 33,102		-0- -0-		13,154 33,102		
Miscellaneous		3,985		1,646		5,631		
Total Receipts	\$	350,133	\$	11,194	\$	361,327		
Total Necelpts	Ψ	330,133	Ψ	11,134	Ψ	301,321		
Disbursements:								
Public Safety:								
Police	\$	89,408	\$	-0-	\$	89,408		
Fire	Ψ.	60,302	*	-0-	*	60,302		
Ambulance		17,804		-0-		17,804		
Public Works:		,				,		
Solid Waste		61,099		-0-		61,099		
Airport		4,663		-0-		4,663		
Street Maintenance		32,821		-0-		32,821		
Street Lights		7,601		-0-		7,601		
Traffic Safety		2,059		-0-		2,059		
Health and Social Services		3,750		-0-		3,750		
Culture and Recreation:								
Recreation		12,000		-0-		12,000		
Parks		3,259		-0-		3,259		
Cemetery		5,000		-0-		5,000		
Library		24,520		27,282		51,802		
Community and Economic Development		1,000		-0-		1,000		
General Government:				_				
Mayor – Council		12,112		-0-		12,112		
City Clerk		24,177		-0-		24,177		
Professional Services		11,328		-0-		11,328		
General		1,510		-0-		1,510		
City Hall	¢.	13,828	¢.	<u>-0-</u>	<del>c</del>	13,828		
Total Disbursements	\$	388,241	\$	27,282	\$	415,523		
Excess (Deficiency) of Receipts over Disbursements	\$	(38,108)	\$	(16,088)	\$	(54,196)		
Other Financing Sources (Uses):								
Sale of Capital Assets		80,245		-0-		80,245		
Transfers In (Out)		48,930		19,6 <u>60</u>		68,590		
Transition in (Odd)	_	40,000		10,000		00,000		
Net	\$	91,067	\$	3,572	\$	94,639		
Cash Balances – Beginning of Year		179,623		29,775		209,398		
Cash Balances – End of Year	\$	270,690	\$	33,347	\$	304,037		
Cash Basis Fund Balances:								
Unreserved:								
General Fund	\$	270,690	\$	33,347	\$	304,037		

# **DAVID A. MASKE**

**Certified Public Accountant** 

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Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters

Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

To the Honorable Mayor and Members of the City Council City of Paullina Paullina, Iowa

I have audited the financial statements of the City of Paullina, Iowa, as of and for the year ended June 30, 2005, and have issued my report thereon dated October 14, 2005. My report expressed an unqualified opinion on the financial statements which were prepared in conformity with an other comprehensive basis of accounting. I conducted my audit in accordance with U.S. generally accepted auditing standards, and the standards applicable to financial audits contained in <u>Government Auditing Standards</u>, issued by the Comptroller General of the United States.

#### **Internal Control Over Financial Reporting**

In planning and performing my audit, I considered the City of Paullina's internal control over financial reporting in order to determine my auditing procedures for the purpose of expressing my opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, I noted certain matters involving the internal control over financial reporting and its operation that I consider to be reportable conditions. Reportable conditions involve matters coming to my attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in my judgment, could adversely affect the City of Paullina's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in Part I of the accompanying Schedule of Findings.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. My consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, of the reportable conditions described above, I believe item 05-I-A is a material weakness. Prior year reportable conditions have been resolved except for item 05-I-A.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Paullina's financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of non-compliance that are required to be reported under <u>Government Auditing Standards</u>. However, I noted certain immaterial instances of non-compliance that are described in Part II of the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2005 are based exclusively on knowledge obtained from procedures performed during my audit of the financial statements of the City. Since my audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes. Prior year statutory comments have been resolved.

This report, a public record by law, is intended solely for the information and use of the officials, employees and citizens of the City of Paullina and other parties whom the City of Paullina may report. This report is not intended to be and should not be used by anyone other than these specified parties.

I would like to acknowledge the many courtesies and assistance extended to me by personnel of the City of Paullina during the course of my audit. Should you have any questions concerning any of the above matters, I shall be pleased to discuss them with you at your convenience.

DAVID A. MASKE CAP

DAVID A. MASKE

Certified Public Accountant

#### SCHEDULE OF FINDINGS FOR THE YEAR ENDED JUNE 30, 2005

#### PART I - FINDINGS RELATED TO THE GENERAL PURPOSE FINANCIAL STATEMENTS:

#### INSTANCES OF NON-COMPLIANCE:

No matters were noted.

#### REPORTABLE CONDITIONS:

05-I-A <u>Segregation of Duties</u> – One important aspect of internal control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. The cash receipts listing, bank deposits and the posting of the cash receipts to the cash receipts journal are all done by the same person.

Recommendation – I realize that with a limited number of office employees, segregation of duties is difficult. However, the City should review its control procedures to obtain the maximum internal control possible under the circumstances.

Response - We will consider this.

Conclusion - Response accepted.

#### PART II - OTHER FINDINGS RELATED TO STATUTORY REPORTING:

- 05-II-A Official Depositories A resolution naming official depositories has been approved by the City. The maximum deposit amounts stated in the resolution were not exceeded during the year ended June 30, 2005.
- 05-II-B Certified Budget Disbursements during the year ended June 30, 2005 exceeded the amounts budgeted in the Debt Service function. Chapter 384.20 of the Code of lowa states in part that public monies may not be expended or encumbered except under an annual or continuing appropriation.

<u>Recommendation</u> - The budget should have been amended in accordance with Chapter 384.18 of the Code of Iowa before disbursements were allowed to exceed the budget.

Response - The budget was amended, however we were not aware this function was in excess of budget.

Conclusion - Response accepted.

- 05-II-C Questionable Disbursements I noted no disbursements that did not meet the requirements of public purpose as defined in the Attorney General's Opinion dated April 25, 1979.
- 05-II-D <u>Travel Expense</u> No disbursements of City money for travel expenses of spouses of City officials or employees were noted.
- 05-II-E <u>Business Transactions</u> There were no business transactions between the City and City officials or employees noted.
- 05-II-F <u>Bond Coverage</u> Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure that the coverage is adequate for current operations.
- 05-II-G <u>Council Minutes</u> No transactions were found that I believe should have been approved in the Council minutes but were not.
- 05-II-H Revenue Notes The City was in compliance with the requirements of its revenue notes.
- 05-II-I <u>Deposits and Investments</u> I noted no instances of noncompliance with the deposit and investment provisions of Chapters 12B and 12C of the Code of Iowa and the City's investment policies.
- 05-II-J Financial Condition –The Capital Projects Fund had a deficit balance of \$4,997 at June 30, 2005.

Recommendation - The City should consider alternatives to eliminate this deficit.

Response – The deficit will be eliminated through the receipt of tax revenues.

Conclusion - Response accepted.